

## warranty information

LandWare, Inc. warrants this product against defects in materials and workmanship for a period of ONE (1) YEAR from the date of original retail purchase. If you discover a defect and notify LandWare of the same during the warranty period, LandWare will, at its option, repair, replace, or refund the purchase price of the product to you at no charge. THE WARRANTY AND REMEDIES SET FORTH ABOVE ARE EXCLUSIVE. LANDWARE DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. LANDWARE IS NOT RESPONSIBLE FOR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING FROM ANY BREACH OF WARRANTY OR UNDER ANY OTHER LEGAL THEORY. Because some jurisdictions do not permit the exclusion or limitations set forth above, they may not apply in all cases.

## copyright information

The GoType! software is copyright 1998-2002 with all rights reserved by LandWare, Inc. The GoType! hardware design is PATENT PENDING by Sicon/Parallel Design. LandWare, GoType!, GoType is a registered trademark and the slogan "Innovation for the Mobile Age" is a trademark of LandWare, Inc. All other product and brand names are trademarks of their respective owners.

## care and maintenance

GoType!'s robust design stands up well to the harsh environment of mobile users— there are no complex moving parts so except for the points below no particular care is necessary.

- Keep your keyboard away from extreme heat (for example, storage inside an automobile).
- Don't leave your keyboard any place that is extremely dusty, damp or wet.
- Take care not to spill any liquid on your keyboard. If you do, turn off your connected organizer immediately. Remove the connected organizer from the keyboard and tilt it to let the liquid drain out. Let the keyboard dry for 24 hours at room temperature.

## communications regulation information

### FCC STATEMENT

This equipment has been tested and found to comply with the limits for a Class B digital device in accordance with the specifications in Part 1 of FCC rules. See instructions if interference to radio or television reception is suspected.

### RADIO AND TELEVISION INTERFERENCE

The equipment described in this manual generates, uses and can radiate radio-frequency energy. If it is not installed and used properly—that is, in strict accordance with LandWare's instructions—it may cause interference with radio and television reception.

This equipment has been tested and found to comply with the limits for a Class B digital device in accordance with the specifications in Part 15 of FCC rules. These specifications are designed to provide reasonable protection against such interference in a residential installation. However, there is no guarantee that interference will not occur in a particular installation. You can determine whether your computer system is causing interference by turning it off. If the interference stops, it was probably caused by the computer or one of the peripheral devices. If your computer system does cause interference to radio or television reception, try to correct the interference by using one or more of the following measures:

- Turn the television or radio antenna until the interference stops.
- Move the keyboard to one side or the other of the television or radio.
- Move the keyboard farther away from the television or radio.

If necessary, consult a LandWare authorized service provider or LandWare Inc. See the service and support information that came with your LandWare product. Or, consult an experienced radio/television technician for additional suggestions. You may find the following booklet helpful: Interference Handbook (stock number 004-000-00493-1). This booklet, prepared by the Federal Communications Commission, is available from the U.S. Government Printing Office, Washington, DC 20402.

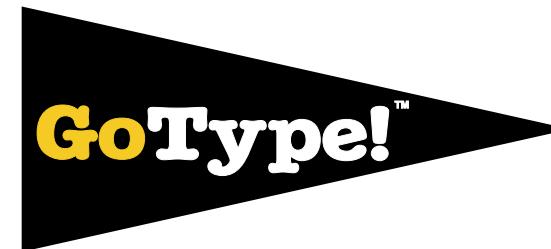
### IMPORTANT

Changes or modifications to this product not authorized by LandWare could void the FCC Certification and negate your authority to operate the product. This product was tested for FCC compliance under conditions that included the use of Palm OS based Organizers.

### DOC STATEMENT

#### DOC Class B Compliance

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the interference-casing equipment standard entitled "Digital Apparatus", ICES-003 of the Department of Communications.



users guide  
for Palm OS



**LandWare**  
*innovation for the mobile age*

To get the most out of your new purchase we recommend you read this document fully



# GETTING STARTED

follow the eight simple steps below

## 1 install the gotype software

NOTE: You must be able to HotSync your organizer in order to install the GoType! software. If you are not able to do this, please contact your handheld's manufacturer for support.

Please use the cradle that you received with your handheld for the installation of this software. The GoType! driver must be installed and activated before the keyboard can be used.



### IMPORTANT NOTE

The GoType! software must be installed using the cradle that you received with your handheld and activated before the keyboard can be used.

#### Windows installation instructions

1. Insert the CD into your CD-ROM drive.
2. The installer should automatically activate. If not, then select Run from the Windows Start menu and enter x:setup, where x is the letter assigned to your CD-ROM drive.
3. Follow the installer's instructions on screen.
4. Select the correct user name for your handheld and click on the Next button.
5. Press the HotSync button to install the application onto your handheld.
6. Now follow the steps below to activate the application.

#### Macintosh installation instructions

1. Insert the CD into your CD-ROM drive.
2. Double-click on the installer icon.
3. Follow the instructions on screen.
4. The installer will automatically launch and present the HotSync Manager's Install Handheld files dialog. Ensure you have the correct user name selected. Close the Install Handheld files dialog.
5. Press the HotSync button to install the application onto your handheld.
6. Now follow the steps below to activate the application.

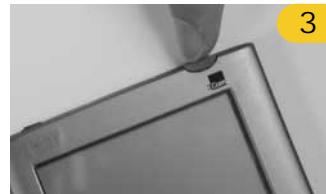


## 2 activate the gotype software

The GoType! driver software must be initially activated before the keyboard can be used.

#### To activate the GoType! driver

- 1 Tap the Applications button (to the left of the graffiti input area) at the bottom of the organizer's screen. Select the All or Unfiled category in the upper right.
- 2 Tap the GoType! icon to launch the GoType driver.
- 3 Tap the ON button (once tapped it should become highlighted)
- 4 The GoType! driver status will now enable and disable automatically. Under normal operation you do not need to turn on/off the driver.



## 3 turn the organizer off

This is an extremely important step. The organizer must be turned off BEFORE it is docked with the keyboard. Only then will the GoType keyboard function correctly.

## 4 extend the keyboard stabilizer

A special foot at the rear of the keyboard can be extracted to provide maximum stability when typing. It is recommended that you extract this foot prior to using your keyboard.



## 5 set port switch to keyboard mode

To enable communication between the keyboard and the organizer the GoType! port switch must be moved over to the right hand side (*abc*).



## 6 dock the organizer in the keyboard

Place the organizer into GoType's integrated dock. Remember the organizer must be turned off during this stage.



## 7 turn the organizer on

Activate the organizer by pressing its power switch. If the GoType! software has been correctly installed and activated (see step 2) it will automatically enable keyboard input. You will see "Enabled awaiting input." on the GoType! software dialog.



## 8 launch an application

You are now ready to type with your keyboard. Simply open any program that accepts text input and start typing. It's that easy.



#### Example: Creation of a text memo

- 1 Tap the F5 key to open the built-in Memo application. This is the default setting.
- 2 Start typing. A new memo will be automatically created and text should appear on the screen.

# RECHARGING THE ORGANIZER

for palm v, ibm c3, Palm IIc, m500 series, m130



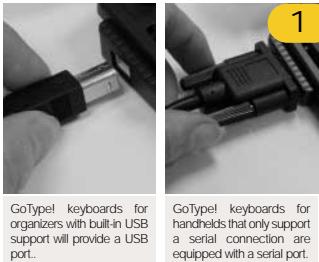
## 1 plug in the AC adapter

GoType! Pro will provide recharging power for most organizers that ship with built-in rechargeable batteries.

NOTE: The GoType power adapter input supports the adapter which you received with your organizer. Under no circumstances should any other charger be used.

# PERFORMING A HOTSYNC

GoType! comes equipped with an integrated communications port that can be used to connect the keyboard to your desktop computer. Before following these steps you should be sure to install the GoType! driver software first.



1

## connect the gotype cable

Plug one end of the GoType! cable into the communications port on the keyboard. Plug the other end into the port on your computer where you would connect your HotSync cradle.

**IMPORTANT TIP:** The cable is shipped with all GoType! keyboards and is contained in the lower cavity of the GoType! box.



2

## initiate the hotsync macro

The GoType! software provides a HotSync macro that automates the multiple steps normally required to perform a keyboard based HotSync. By default this macro is activated by pressing Shift + F3. If desired you can redefine this default using the steps in the "configuring function keys" section.

### To initiate the hotsync macro

- 1 Tap Shift + F3 keys
- 2 When the corresponding dialog appears, move the port switch to serial/USB mode (↔) as outlined below.



3

## set the port switch to serial/USB mode

To enable communication via the external communications port the GoType! port switch must be moved over to the left hand side.

### To use the keyboard after a hotsync is complete

- 1 TURN THE ORGANIZER OFF
- 2 Move the port switch to the keyboard **abc** mode
- 3 Turn the organizer ON
- 4 You will now be able to use the keyboard directly

## FUNCTIONAL LIMITATIONS

### USEFUL TIP

Onscreen buttons can be activated via the keyboard by holding down the Alt + Command keys and typing the letter that corresponds to the first letter of the button's label. For example:Alt+Command+N will activate an onscreen "Notes" button.

Considerable effort has been made to ensure the GoType! keyboard works seamlessly with all Palm OS applications. The GoType! software also provides several features that facilitate the keyboard activation of a number of Palm OS functions. However because some of the built-in applications such as the address-book, calendar, etc. were designed without a keyboard in mind there are instances where the stylus is still required.

A good example of this is the built-in memo list. There is no way to individually highlight a memo from the list overview using anything but a stylus. Once the memo is open for editing then you can use the keyboard extensively to edit the memo.

# USING GOTYPE

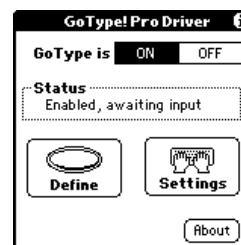
a guide to additional features

## customizing your keyboard

The GoType! application provides a number of options that allow you to customize the keyboard's operation to best suit the way you work.

### Altering operational preferences

- 1 Tap the Applications button (to the left of the graffiti input area) at the bottom of the organizer's screen.
- 2 Tap the GoType! icon.
- 3 The window shown on the left will appear.
- 4 Tap **Define** to specify/edit function key settings or Tap **Settings** to alter the keyboard's operational behavior and to test the keyboard.



•

## enabling and disabling gotype

During the normal course of operation you should not have to manually enable and disable the GoType! driver. The software is intelligent enough to activate and deactivate itself automatically when needed. In order for the driver to function correctly the following two rules must be followed:

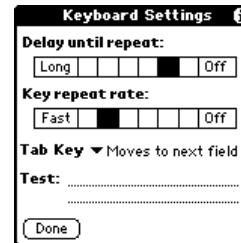
1. The organizer must be turned off before it is docked with the keyboard.
2. The organizer must be turned off before it is removed from the keyboard.

NOTE: a soft reset of your organizer will disable the GoType! driver.

If for some reason you need to manually disable the driver, simply tap the OFF button.

## altering keyboard behavior

Tapping on the **Settings** button in the GoType! software opens the settings window illustrated to the left.



### SETTING KEY REPEAT RATES AND DELAYS

Tap the Key repeat rate buttons to change how fast a key repeats when you hold it down.

Tap the Delay until repeat to set how long you need to hold a key down until it starts to repeat.

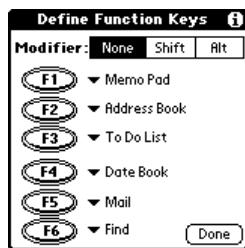
### SPECIFYING THE TAB KEY BEHAVIOR

The tab key can be used for entering tab characters and moving between fields. Use the Tab Key popup menu to select the default behavior. Two options are provided:

- 1 Moves to next field— moves the cursor to the next edit line. Alt+Tab generates a tab character. (the default setting)
- 2 Generates Tab character— enters a tab character. Alt+Tab can be used to move to the next edit line.

### ALTERNATIVE DRIVERS

Special versions of the GoType! driver are available from the LandWare website at [www.landware.com/download](http://www.landware.com/download).



## • configuring the function keys

The six oval function keys along the top of the keyboard can be set to launch your favorite applications and perform special functions. With the addition of the Shift and Alt modifier keys you can quickly launch up to 18 different programs.

### To define/edit a function key

- 1 Open the GoType! driver.
- 2 Tap the *Define* button.
- 3 Specify the modifier key by tapping the onscreen None, Shift, or Alt radio buttons.
- 4 Choose from the pop-up menus which program or function (e.g. toggle backlight, HotSync macro, cut, copy, paste, undo, etc) should be assigned to each function key.
- 5 Tap *Done*.

The following functions are assigned by default:

Function Key	Function
F1	Activates the Done or OK button
F2	Launch Calendar application
F3	Launch Address book application
F4	Launch To Do list application
F5	Launch MemoPad application
F6	Launch Find application
Shift + F3	Initiate the HotSync macro

## • special keyboard shortcuts

The GoType! keyboard also includes the following special keys and key combinations:

Key Combination	Function
Caps Lock	Caps Lock (press again to release)
ShortCut	Accesses Palm OS ShortCuts
Command	Accesses Palm OS Commands
Command + <letter>	Selects the corresponding menu command
Alt+Enter	Activates an onscreen New button
Alt+up/down arrow	Scrolls down/up
Shift+left/right arrow	Selects text
Alt+Command + <letter>	Activates onscreen button starting with <letter>

The following default settings also provide shortcuts:

F1	Activates an onscreen Done/OK button
Shift + F1	Activates an onscreen Cancel button
Alt+F1	Activates an onscreen Details... button

## • entering special characters

GoType! also supports international characters and a number of extended characters.

### To type a character with an accent mark

- 1 Type the key used for the accent mark:  
Alt+e = é Alt+i = í Alt+u = ú Alt+n = ñ Alt+` = `
- 2 Type the letter of the character you want to have the mark.  
Example: if you wanted to type é, you would first type Alt-e, and then the letter e.

### To type an extended character

- 1 Hold down the modifier key(s)
- 2 Type the character



# TROUBLESHOOTING

I am getting the message, "Enabled, no keyboard detected."

### Are you using a Handspring Visor?

If so, the Beam Receive option must be enabled in order for your GoType! keyboard to respond on some Visor models. To enable Beam Receive, follow these steps:

- Tap on the Prefs icon from the list of icons on your Handspring Visor.
- When viewing the Prefs, view the General options in the upper right corner.
- Enable Beam Receive by ensuring that On appears next to the words Beam Receive at the bottom of the screen

### Is the GoType! driver enabled?

Tap on the GoType! icon. If the status is Disabled, tap the ON button to reactivate the GoType! driver. The only ways in which the driver would be disabled is if:

- You disabled it yourself.
- You performed a soft reset. After a soft reset, the GoType! driver will be disabled until you re-enable it yourself. This is by design.

### Do you HotSync via Infrared?

Infrared HotSync'ing interferes with serial port operations. Disable your Infrared HotSync and try again. The GoType! will only work with Infrared HotSync'ing disabled.

### Perform a soft reset

If another program is interfering with the serial port on your handheld, or if a program did not disconnect itself properly from the serial port, a soft reset will clear this interference. Clearing the interference will allow the GoType! driver to use this port to communicate with the keyboard.

### If you're using a GoType! Pro, is the HotSync/ABC switch to the right, in the ABC position?

If the HotSync/ABC switch is to the left, then your Palm will not detect the GoType! keyboard. Power your Palm off, move the switch to the abc position and turn your Palm back on.

# ADDITIONAL RESOURCES

where to go when the sky falls

An extensive frequently asked questions (FAQ) document that provides answers to 99% of the questions our tech support team has received is installed on your hard disk as part of the GoType! installation.

### Accessing GoType! FAQ guide from Windows PC

- 1 Click the Start button at the bottom of your screen.
- 2 Click Programs > GoType! Keyboard for Palm OS > FAQ

### Accessing GoType! FAQ guide from a Macintosh

- 1 Open the GoType folder you specified in the original installation (this is set as "GoType" by default).
- 2 Double click on the FAQ file.

If you have trouble opening these documents you should ensure you have Adobe's Acrobat Reader installed. A copy is included on the GoType CD-ROM for your convenience.

If you are still having problems with this product please feel free to contact us via:

Web: [www.landware.com/help](http://www.landware.com/help)  
 Phone: 201 261-7944 hours: 9:00am to 6:00pm EST  
 Fax: 201 261-7949  
 Mail: LandWare, Inc. PO Box 25 Oradell, NJ 07649 USA

When you call, please have available your organizer, the GoType! keyboard and a brief description of the problem. Having this information will ensure faster answers from our customer support representatives. Technical support is available via phone Monday-Friday from 9:00am - 6:00pm EST